



Republic of the Philippines
 NATIONAL POWER CORPORATION

**TERMS OF REFERENCE
 ALTERNATIVE MODE OF PROCUREMENT
 (SMALL VALUE PROCUREMENT – 53.9)**

1. Scope of Works (REF: _____ PR NO. S3-SPUGM23-012)

“REQUEST FOR HAULING SERVICES: 1. PULL-OUT, HAULING AND DRAGGING THE 2 X 275KW GENSET AND ITS APPURTENANCES FROM NEW DINAGAT DPP POWER HOUSE TO LORETO DPP POWER HOUSE(S3-LOR23-002) 2. HAULING OF VARIOUS SPARE PARTS, HARDWARE MATERIALS AND OFFICE SUPPLIES INTENDED FOR HIKDOP DPP, DINAGAT DPP, LORETO DDP AND PB116 (S3-DIN23-026). 3. HAULING OF VARIOUS SPARE PARTS, HARDWARE MATERIALS AND OFFICE SUPPLIES INTENDED FOR GIBUSONG DPP (S3-GPP23-017)”

Item No.	DESCRIPTION	QTY.	ABC (PhP)
1	REQUEST FOR HAULING SERVICES: 1. PULL-OUT, HAULING AND DRAGGING THE 2 X 275KW GENSET AND ITS APPURTENANCES FROM NEW DINAGAT DPP POWER HOUSE TO LORETO DPP POWER HOUSE(S3-LOR23-002) 2. HAULING OF VARIOUS SPARE PARTS, HARDWARE MATERIALS AND OFFICE SUPPLIES INTENDED FOR HIKDOP DPP, DINAGAT DPP, LORETO DDP AND PB116 (S3-DIN23-026). 3. HAULING OF VARIOUS SPARE PARTS, HARDWARE MATERIALS AND OFFICE SUPPLIES INTENDED FOR GIBUSONG DPP (S3-GPP23-017)”	1 LOT	570,000.00
	S3-LOR23-002		
	REQUEST FOR HAULING SERVICES: Supply labor, manpower and trucking services for the pull-out, loading/ unloading, transport and dragging of 2 X 275kW gensets and its appurtenances from Dinagat powerhouse to Loreto DPP power house.	450,000.00	
	SCOPE OF WORK		
	1. Pull-out power cables between power transformer and control panel		
	2. Pull-out genset control panels from control room		
	3. Pull-out control cables between control panels and gensets		
	4. Pull-out day tank from powerhouse		
	5. Loading of all equipment and secured properly to prevent damage and protect the equipment while on transit.		
	6. Transport 2 x 275 kW gensets, power cables, control panels, control cables, day tanks and spare parts from Dinagat DPP to Loreto FPP		
	7. Unloading and dragging the 2 x 275kW gensets to its respective foundations.		

	8. Unload all power cables, control panels, control cables and day tanks and put it to its designated area		
	Dimensions/Weight/Distance:		
	TWO (2) UNIT 275KW CUMPER GENERATOR SET DIMENSION 2.5M X 1.5M X 1.5M (LXWXH) APPROX. 3,500KG/GENSET.		
	HAULING OF PANEL BOARD AND POWER CABLE APPROX. 300KGS		
	ORIGIN: NEW DINAGAT DPP DESTINATION: LORETO DPP APPROX. DISTANCE: 80KMS.		
	S3-DIN23-026		
	REQUEST FOR HAULING SERVICES: Supply labor, manpower and trucking services for the pull-out, loading/ unloading, transport of spare parts, materials, and supplies from Davao Warehouse to: .	100,000.00	
	1. Hikdop DPP- Hikdop Island Buenavista, Surigao City		
	2. Dinagat DPP- San Jose, Dinagat Island		
	3. Loreto DPP –Brgy. Esperanza, Loreto, Dinagat Island		
	4. Power Barge 116 – Brgy. Santiago, Loreto, Dinagat Island		
	S3-GPP23-017		
	REQUEST FOR HAULING SERVICES: Supply labor, manpower and trucking services for the pull-out, loading/ unloading, transport of spare parts, materials, and supplies from Davao Warehouse to: .	20,000.00	
	1. Gibusong DPP- Brgy. Liberty, Gibusong Island, Loreto, Dinagat Island.		
	Note: Requires extra care during loading, transport and unloading of all equipments/materials/gensets. The hauler is liable for any incurred damages.		
	TOTAL AMOUNT		570,000.00
Notes:			
<ul style="list-style-type: none"> •Warranty shall be at least the completion of Contract •Mode of Award is <u>LOT AWARD</u> 			

APPROVED BUDGET FOR THE TOTAL CONTRACT: PHP 570,000.00

2. Delivery Period

Delivery Period shall not be later than **30 DAYS** upon receipt of the Purchase Order / Notice to Proceed.

3. Delivery Point

Items shall be delivered at **PLANTSITES:**

1. <i>Hikdop DPP- Hikdop Island Buenavista, Surigao City</i>
2. <i>Dinagat DPP- San Jose, Dinagat Island</i>
3. <i>Loreto DPP –Brgy. Esperanza, Loreto, Dinagat Island</i>
4. <i>Power Barge 116 – Brgy. Santiago, Loreto, Dinagat Island</i>
5. <i>Gibusong DPP- Brgy. Liberty, Gibusong Island, Loreto, Dinagat Island.</i>

4. The Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid

Business Name : _____
 Business Address : _____

Name of Contract	a.Owner's Name	Nature of Work	Contractor's Role		a.Amount at Award	a. Date Awarded
	b.Address		Description	%	b.Amount at Completion	b. Contract Effectivity

- Notes: 1. The bidder must state only one (1) Single Largest Completed Contract (SLCC) similar to the contract to be bid.
 2. Supporting documents such as Contract/Purchase Order and any of the following: Certificate of Acceptance; or Certificate of Completion; or Official Receipt (O.R); or Sales Invoice for the contract stated above shall be submitted during Bid Opening.

Submitted by : _____
 (Printed Name & Signature)

Designation : _____

Date : _____

5. Bid Submission

The Bidder shall submit their bids through their authorized representative or in the manner of submission as prescribed in the RFQ.

6. Late Bids

Any Bid submitted after the deadline for submission and receipt of Bids shall not be accepted by NPC.

7. Bid Prices

The bid price as indicated in the Quotation Form shall be fixed during the Bidder's performance of the Contract and not subject to variation or price escalation on any account. A Bid submitted with an adjustable price quotation shall be treated as non-responsive.

8. Bid Price Validity

Price Validity shall not be less than One Hundred Twenty (120) calendar days from date of bid submission.

9. Eligibility Criteria

- a. Bids shall be checked using the PASS / FAIL Criteria for Legal, Technical and Financial components.
- b. From the bids that were rated PASSED, the same shall be ranked and corrected for computational errors to identify the Lowest Calculated Bid (LCB).

10. Detailed Evaluation and Comparison of Bids

The LCB shall be subjected to detailed evaluation against the Technical Specifications including arithmetical computations. Documents which are deemed not to comply with the requirements of the tender shall be considered non-complying.

11. Post-qualification

Submitted documents of the LCB shall be subjected to post qualification evaluation.

- Latest Income Tax Return / Business Tax Return shall be submitted during post-qualification.

The bid that PASSED the Post-Qualification shall be declared as the Single /Lowest Calculated Responsive Bid (S/LCRB).

12. Total Contract Price

The Total Contract Price shall be inclusive of all taxes and other related expenses / charges.

13. Notice to Supplier

- a. The supplier shall pick-up the Purchase Order (PO)/ Notice to Proceed (NTP) from NPC within two (2) calendar days from receipt of the Notice of Award.
- b. Failure to secure the PO/NTP by the supplier within the said period will mean cancellation of the same and imposition of penalties as prescribed by law.

14. PO Effectivity

- a. The PO Shall take effect immediately upon receipt of the PO / NTP by the supplier sent through fax as evidenced by the fax transmission receipt and as confirmed by the supplier's representative.

15. Terms of Payment

Terms of Payment shall be thirty (30) calendar days after submission of complete supporting documents.

16. Warranty

Unless otherwise provided in the RFQ, the warranty period shall be a minimum of *within the hauling period* from the date of final acceptance by the end-user.

17. Liquidated Damages

Where the supplier refuses or fails to satisfactorily complete the work within the specified contract time, plus any time of extension duly granted and is hereby in default under the contract , the supplier shall pay NPC for liquidated damages, and not by way of penalty, an amount equal to at least one tenth (1/10) of one percent(1%) of the cost of the undelivered/unperformed portion of the items/works for every day of delay Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the procuring entity may rescind or terminate the contract, without prejudice to other courses of action and remedies open to it (Section 68 of the Revised IRR of RA 9184)..

18. Liability of the Supplier

If after receipt of the Purchase Order, the supplier fails to deliver the goods, appropriate sanctions will be imposed as prescribed under Republic Act (RA) 9184 and its Revised Implementing Rules and Regulations (IRR).

19. Disclosure of Relations

The bidder shall comply with the provisions of Section 47 of RA 9184 and its revised IRR re: disclosure of relations.

20. Administrative Sanctions

Bidder shall likewise be imposed the rules as stated in section 69 (Imposition of administrative penalties) should there be infractions committed.

21. Reservation Clause

NPC reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder/s.

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**SUPPLIER'S BID QUOTATION
 (NP-SMALL VALUE PROCUREMENT 53.9)**

To: The BAC Chairman:

I have read and examined the Terms of Reference for Purchase Requisition (PR) No/s. **S3-SPUGM23-012**. I agree with the conditions of the TOR and offer the following supplies with specific description:

ITEM NO.	DESCRIPTION OF ITEM / S TO BE SUPPLIED (INCLUDE BRAND NAME)	QTY	UNIT PRICE (PhP)	TOTAL PRICE (PhP)
1	REQUEST FOR HAULING SERVICES: 1. PULL-OUT, HAULING AND IDRAGGING THE 2 X 275KW GENSET AND ITS APPURTENANCES FROM NEW DINAGAT DPP POWER HOUSE TO LORETO DPP POWER HOUSE(S3-LOR23-002) 2. HAULING OF VARIOUS SPARE PARTS, HARDWARE MATERIALS AND OFFICE SUPPLIES INTENDED FOR HIKDOP DPP, DINAGAT DPP, LORETO DDP AND PB116 (S3-DIN23-026). 3. HAULING OF VARIOUS SPARE PARTS, HARDWARE MATERIALS AND OFFICE SUPPLIES INTENDED FOR GIBUSONG DPP (S3-GPP23-017)"	1 lot		
	(S3-LOR23-002)			
	REQUEST FOR HAULING SERVICES: Supply labor, manpower and trucking services for the pull-out, loading/unloading, transport and dragging of 2 X 275kW gensets and its appurtenances from Dinagat Powerhouse to Loreto DPP power house.			
	SCOPE OF WORK			
	1. Pull-out power cables between power transformer and control panel			
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	3. Pull-out control cables between control panels and gensets			
	4. Pull-out day tank from powerhouse			

	5. Loading of all equipment and secured properly to prevent damage and protect the equipment while on transit.			
	6. Transport 2 x 275 kW gensets, power cables, control panels, control cables, day tanks and spare parts from Dinagat DPP to Loreto FPP			
	7. Unloading and dragging the 2 x 275kW gensets to its respective foundations.			
	8. Unload all power cables, control panels, control cables and day tanks and put it to its designated area			
	Dimensions/Weight/Distance:			
	TWO (2) UNIT 275KW CUMPER GENERATOR SET DIMENSION 2.5M X 1.5M X 1.5M (LXWXH) APPROX. 3,500KG/GENSET.			
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	1. Hikdop DPP- Hikdop Island Buenavista, Surigao City			
	2. Dinagat DPP- San Jose, Dinagat Island			
	3. Loreto DPP –Brgy. Esperanza, Loreto, Dinagat Island			
	4. Power Barge 116 – Brgy. Santiago, Loreto, Dinagat Island			
	<i>See attached Gate Pass for complete details</i>			
	S3-GPP23-019			
	REQUEST FOR HAULING SERVICES: Supply labor, manpower and trucking services for the pull-out, loading/unloading, transport of spare			

	parts, materials, and supplies from Davao Warehouse to: .			
	<i>1. Gibusong DPP- Brgy. Liberty, Gibusong Island, Loreto, Dinagat Island.</i>			
	<i>See attached Gate Pass for complete details Gibusong DPP</i>			
	Note: Requires extra care during loading, transport and unloading of all equipments/materials/gensets. The hauler is liable for any incurred damages.			
TOTAL BID PRICE				

 Name and Signature of Authorized Representative
 Date _____

Company Name _____

Contact Details _____

e-mail address _____

Note: The bidder may use this form or its own company letter head following this format duly signed by the authorized representative when making the offer.



**REQUEST FOR QUOTATION
(SMALL VALUE PROCUREMENT-Sec. 53.9)**

Date _____

Sir/Madam:

Please provide us with your best quotation for the items as specified in the Terms of Reference (TOR) for PR No. **S3-SPUGM23-012** Ref. No. _____ and submit the same in a sealed envelope to be dropped in the designated drop box at the Procurement Office, NPC-SPUG Davao, Decentralized Bids and Awards Committee (DBAC), Kumintang St., Mintal, Tugbok Dist. **on or before 10:00AM of 13 NOVEMBER 2023.**

The following documents must be submitted together with your quotation:

1. PhilGEPS Registration, whichever is applicable:

For Platinum Members:

Valid and Updated Certificate of PhilGEPS Registration (This should include the attached "Annex A") In Case the Mayor's Permit in the said Annex "A" is expired, a valid/updated Mayor's Permit must also be submitted.

For Red or Blue Members:

- a. Valid Mayor's Permit
- b. PhilGEPS Registration Number;

2. Latest Income Tax Return/Business Tax return; (ABC above Php 500,000.00 only)

3. Omnibus Sworn Statement (ABC above Php 50,000.00 only)

- a. Standard Form No: NPCSF-GOODS-07a (Sole Proprietorship)
- b. Standard Form No: NPCSF-GOODS-07b (PARTNERSHIP/CORP/COOP/JV)

4. Professional License/Curriculum Vitae (for Consulting Services)

5. PCAB License (Size Range: Small A, License Category: Trade/E)

6. Other documents: SINGLE LARGEST COMPLETED CONTRACT Please refer to the attached TOR

The Warranty Period shall be for **within the hauling duration.**

In case of a failed bidding, a re-bidding maybe conducted without prior notice to any previous bidder (s).

For further inquiries, please contact DBAC Secretariat, **MR. DARYL B. DAODAOANG** at telephone no/s. **(082) 293-0657 / 293-0610.**

Very truly yours,

JOB C. CANSANCIO
Plant Superintendent, Dinagat DPP
Chairman, DBAC-Eastern Mindanao Area